

NEC MINUTES

**National Executive Committee
Meeting Minutes
12-13 May 2006**

Atlanta GA

12-13 May 2006

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OPEN SESSION

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Civil Air Patrol
National Executive Committee Minutes
12-13 May 2006
Atlanta GA

OPEN SESSION

CALL TO ORDER Maj Gen Antonio J. Pineda, CAP
INVOCATION Ch, Col Charles E. Sharp, CAP
PLEDGE OF ALLEGIANCE Col Larry D. Kauffman, CAP
ROLL CALL Mr. Don Rowland, HQ CAP/EX

NATIONAL COMMANDER REMARKS Maj Gen Antonio J. Pineda, CAP
EXECUTIVE DIRECTOR REMARKS Mr. Don Rowland, HQ CAP/EX
SENIOR AIR FORCE ADVISOR REMARKS Col Russell Hodgkins, USAF

NATIONAL EXECUTIVE COMMITTEE

Maj Gen Antonio J. Pineda, CAP National Commander
Vacant National Vice Commander
Col Russell Hodgkins, USAF Senior AF Advisor
Col Larry D. Kauffman, CAP National Chief of Staff
Col Fredric K. Weiss, CAP National Finance Officer
Col J. Rock Palermo, CAP National Legal Officer
Col Rodney F. Moody, CAP National Controller
Col Robert Diduch, CAP Northeast Region Commander
Col Kathryn J. Walling, CAP Middle East Region Commander
Col William W. Webb, CAP Great Lakes Region Commander
Col John E. Tilton, CAP Southeast Region Commander
Col Steven W. Kuddes, CAP North Central Region Commander
Col Thomas L. Todd, CAP Southwest Region Commander
Col Russell E. Chazell, CAP Rocky Mountain Region Commander
Col Merle V. Starr, CAP Pacific Region Commander

Non-voting members:

Col William S. Charles, CAP CAP Inspector General
Ch, Col Charles E. Sharp, CAP Chief of Chaplain Services

CORPORATE TEAM

Mr. Don R. Rowland	Executive Director
Mr. Mark H. Richardson, III	Senior Director and Director, Plans & Programs
Mr. John A. Salvador	Director, Missions Directorate
Ms. Susan Easter	Chief Financial Officer
Mr. Johnny Dean	Director, Logistics & Mission Resources
Mr. Gordon Odell Jr.	General Counsel
Ms. Sharon Taylor	Director, Program Development

AGENDA ITEM - 1

XP

Action

**SUBJECT: Approval of the November 2005 NEC Minutes
CAP/CS – Col Kauffman**

INFORMATION BACKGROUND:

The minutes of the November 2005 National Executive Committee meeting were distributed in draft form. This allowed the National Board members a chance to review the minutes for any discrepancies.

PROPOSED NEC ACTION:

That the National Executive Committee vote to approve the November 2005 NEC minutes.

ESTIMATED FUNDING IMPACT:

None.

CAP NATIONAL HEADQUARTERS' COMMENTS:

None.

CAP-USAF HEADQUARTERS' COMMENTS:

None.

COMMITTEE RECOMMENDATION:

None.

REGULATIONS AND FORMS AFFECTED:

None.

NEC ACTION:

COL PALERMO/NLO MOVED and COL TODD/SWR seconded that the National Executive Committee vote to approve the November 2005 NEC minutes, with a correction to Agenda Item 11.2, Use of the Name "Civil Air Patrol," the Seal and/or Emblem, to reflect the newly added last sentence of paragraph 3.a.iv of the Proposed Guidelines For The Use Of The Name Civil Air Patrol (Nov NEC attachment 8-1) be changed to include "other foundations or organizations."

MOTION CARRIED WITH NO DISSENTING VOTES

FOLLOW-ON ACTION: Posting of minutes, as corrected.

AGENDA ITEM - 2

LG

Action

**SUBJECT: Ratification of Regulations
CAP/CS – Col Kauffman**

INFORMATION BACKGROUND:

Constitution Article XX, effective 27 Feb 01, requires that, in the normal course of events, regulations shall be adopted and maintained by the National Commander and shall be ratified by a majority vote of the National Board.

The following regulations are ready for ratification:

<u>Number</u>	<u>Title</u>
CAPR 36-2	<i>Complaints Under the Civil Air Patrol Nondiscrimination Policy</i>
CAPR 280-2	<i>Civil Air Patrol Aerospace Education Mission</i>

PROPOSED NEC ACTION:

That the NEC vote to ratify the proposed regulations.

ESTIMATED FUNDING IMPACT:

Cost of printing and distribution.

CAP NATIONAL HEADQUARTERS' COMMENTS:

None.

CAP-USAF HEADQUARTERS' COMMENTS:

None.

COMMITTEE RECOMMENDATION:

None.

REGULATIONS AND FORMS AFFECTED:

All of the above.

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NEC ACTION:

CAPR 36-2, Complaints *under the Civil Air Patrol Nondiscrimination Policy*

COL KAUFFMAN/CS MOVED and COL STARR/PCR seconded that the NEC vote to ratify CAPR 36-2, *Complaints Under the Civil Air Patrol Nondiscrimination Policy*. The NEC also authorized any revisions that need to be made in order to incorporate the Sarbanes-Oxley Act once a review of that act is completed.

MOTION CARRIED WITH NO DISSENTING VOTES

FOLLOW-ON ACTION: Additional revision and publication of CAPR 36-2.

CAPR 280-2, *Civil Air Patrol Aerospace Education Mission*

COL TODD/SWR MOVED and COL CHAZELL/RMR seconded that the NEC vote to ratify CAPR 280-2, *Civil Air Patrol Aerospace Education Mission*, EXCEPT as changed to delete all references to budgets, specifically paragraphs 3.a.(5) and 3.b.(5) with renumbering of the remaining paragraphs in 3.a and 3.b.

MOTION CARRIED WITH NO DISSENTING VOTES

FOLLOW-ON ACTION: Revision as approved and publication of CAPR 280-2.

AGENDA ITEM - 3

MD

Action

**SUBJECT: Cadet Uniform Program
CAP/CS – Col Kauffman**

INFORMATION BACKGROUND:

The retention rate for new cadets is alarmingly low and a majority of these non-renewing cadets have received the USAF uniform before demonstration of any basic accomplishment of the cadet training program.

PROPOSED NEC ACTION:

That the National Executive Committee vote to approve changing the issue of the free cadet uniforms until after the cadets have earned the Curry Award.

ESTIMATED FUNDING IMPACT:

There may be some appropriated funds saved by delaying the free cadet uniform until after cadets complete the Curry achievement. Cost justification would be number of new cadets times the cost of uniforms times the drop out rate.

CAP NATIONAL HEADQUARTERS' COMMENTS:

The Cadet Uniform Program was not designed to be an incentive to reward cadets for demonstrating a level of accomplishment in our program. However, the uniforms are an important cadet morale builder and contribute to retention of new cadets (CAPR 67-1, 1-7).

The first year retention rate for cadets is about 30%. Because membership is currently tracked annually, we do not know where in the cadet's first year they decided to quit.

Cadets can complete the Curry achievement anytime after their join date (CAPR 52-16, 2.3.a). Currently, there is no national mechanism to track Curry achievement completions. As a result, we are not able to determine the average length of time for a Cadet to complete this first achievement. Therefore, we are not able to determine if delaying the Cadet Uniform Program to after the Curry achievement would yield any savings.

Naturally, if this item is approved, there will be a cost to change all associated publications and forms and an undetermined cost to develop a computerized method to track this first Cadet achievement.

We applaud Col Mikelson's desire to review how best to maximize the Cadet Uniform Program and believe that giving every new cadet an opportunity to receive a basic Air Force style uniform is the fairest approach.

We also believe that the reason nearly 70% of our cadets quit during their first year is ineffective leadership and insufficient training. NHQ is committed to help stem these

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problems. For example, NHQ recently released the "Training Leaders of Cadets" course, believing that every cadet deserves a trained leader. CAP needs to continue attacking the low retention rate at the local level.

CAP-USAF HEADQUARTERS' COMMENTS:

If an ad-hoc committee is formed to study this initiative, CAP-USAF would like to be included as a member.

COMMITTEE RECOMMENDATION:

We applaud Col Mikelson's desire to potentially save some appropriated funds with the Cadet Uniform Program. The measure of success is not found in how often the free uniform is worn. Rather, the solution rests in retaining more cadets longer. Therefore, we support any idea that helps retention at the local level. It is up to our policy makers to decide whether or not this proposal would help retain cadets longer.

REGULATIONS AND FORMS AFFECTED:

CAPF 15, *Cadet Membership Application*
Cadet Uniform Program Voucher (currently attached to the CAPF 15)
CAPM 39-1, *Civil Air Patrol Uniform Manual*
CAPR 52-16, *Cadet Program Management*
CAPR 67-1, *Civil Air Patrol Property Regulation*
Parents Guide to the Cadet Program

NEC ACTION:

COL TODD/SWR MOVED and COL KAUFFMAN/CS seconded the PROPOSED NEC ACTION, effective FY07 (1 Oct 06).

MOTION CARRIED WITH NO DISSENTING VOTES

FOLLOW-ON ACTION: Implementation of policy, notification to the field and change to the following regulations:

CAPF 15, *Cadet Membership Application*
Cadet Uniform Program Voucher (currently attached to the CAPF 15)
CAPM 39-1, *Civil Air Patrol Uniform Manual*
CAPR 52-16, *Cadet Program Management*
CAPR 67-1, *Civil Air Patrol Property Regulation*
Parents Guide to the Cadet Program

AGENDA ITEM - 4

XP

Action

**SUBJECT: *CAP Volunteer* Subscription Rate
CAP/CS – Col Kauffman**

INFORMATION BACKGROUND:

The annual subscription rate for “Civil Air Patrol News” was \$5, which paid for 12 issues. This was a breakeven price that was charged for more than a decade. There were never more than 50 subscribers per year during that time period. Most subscriptions were from libraries, former members, and CAP retirees. Since the “Civil Air Patrol News” was replaced with our new magazine, “*CAP Volunteer*”, in January 2006, a subscription rate should be established for this new publication.

PROPOSED NEC ACTION:

That the National Executive Committee vote to approve an annual “*CAP Volunteer*” subscription rate of \$25.

ESTIMATED FUNDING IMPACT:

Magazine subscriptions can potentially generate up to \$1,000 gross annually for 40 subscriptions, netting nearly the same amount since each magazine costs only approximately \$1.

CAP NATIONAL HEADQUARTERS’ COMMENTS:

Since national membership dues are generally \$35 annually, \$25 was determined to be a reasonable subscription rate, for the following reasons: it adds an intangible cost-value to the publication, covers all costs associated with production, and nets a small profit.

CAP-USAF HEADQUARTERS’ COMMENTS:

None.

COMMITTEE RECOMMENDATION:

The Public Affairs Advisory Committee recommends approval.

REGULATIONS AND FORMS AFFECTED:

None.

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NEC ACTION:

**COL WEISS/NFO MOVED and COL PALERMO/NLO seconded the PROPOSED
NEC ACTION**

MOTION CARRIED WITH NO DISSENTING VOTES

FOLLOW-ON ACTION: Implementation of policy.

AGENDA ITEM - 5

MD

Action

**SUBJECT: National Cadet Competition
CAP/CS – Col Kauffman**

INFORMATION BACKGROUND:

The National Cadet Competition brings together at most 168 outstanding young Americans to compete in a contest to determine which team is the best drill team and the best color guard team in the nation. The corporation has supported this endeavor for nearly 50 years, with cost to the corporation reaching \$97,000 this year.

Obviously, the teams themselves, along with their representative wings and regions, have supplemented the yearly costs of this competition far exceeding the corporate budget. An example would include the travel expenses to get the winning wing teams to both the regional and national competitions.

Additionally, some regions have experienced limited participation in the last couple of years. These regions have either selected a representative wing to compete or have simply not fielded a team.

Furthermore, the costs associated with hosting a regional competition is currently placed solely upon each region.

Finally, the number of cadets who can earn national “bragging rights” is limited to the 168 national participants.

We are concerned about the limited funds, the limited participation and the limited recognition that the current NCC fosters. We strongly support NCC and offer an opportunity for growth.

We recommend that CAP adopt a model similar to JROTC, where there are a series of national competitions (held in each region). The JROTC model has already demonstrated to that organization more participation and more recognition, and adopting a similar model would most likely produce similar results for CAP.

Our adopted model would also provide each region with \$2,000 to offset hosting costs along with three chief judges to provide continuity. \$3,000 would be reserved by NHQ to provide national “Grand Champion” awards. The total cost to the corporation would be about \$40,000 with each region being the direct beneficiary.

Because the corporation would provide the chief judges, it is possible for these judges to declare national “Grand Champions” for each of the major events, thus providing more cadets the opportunity to excel. For example, let’s say that all members of the NH Wing drill team scored 100% on their written test but were ranked 4th overall in the region competition. This team’s scores are the best of any drill team in the nation but would not have any national recognition under our current rules. However, they could be declared the drill team written exam national grand champions if we adopt the new model.

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The only policy change, other than adopting this model, would be to change the criteria for earning the silver star on the NCC ribbons, which is currently authorized for those overall 1st place winners of the NCC. We recommend that the silver star be awarded to any team that is declared national “Grand Champions” for the events like written exam, mile run, etc., with a gold star awarded to the #1 drill team and color guard team in the nation. All other award criteria remain unchanged.

The downside to this proposal is that participants from Alaska, for example, won't physically be meeting with participants from Puerto Rico at one national event. We recognize this limitation but must carefully weigh its merits against the current budget constraints, the costs to the teams to participate in both a regional and national competition, and the limited participation that the current model yields.

By adopting this recommended model, CAP will continue to demonstrate our strong commitment to the NCC, with increased participation and increased recognition with a significant savings of costs, both to the corporation, teams, wings, and regions.

PROPOSED NEC ACTION:

That the National Executive Committee vote to:

1. Approve adopting a model similar to that used by the JROTC for hosting National Competitions, to take effect after the July 2006 NCC.
2. Approve changing the NCC ribbons' silver star criteria, to take effect when declaring national “Grand Champions” for each major event.
3. Approve awarding a gold star on the NCC ribbons, to take effect when declaring the #1 drill team and color guard team in the nation.

ESTIMATED FUNDING IMPACT:

Reduce corporate budget for the National Cadet Competition from \$97,000 to \$40,000. Each region receives \$2,000 to host a national competition, along with three chief judges.

CAP NATIONAL HEADQUARTERS' COMMENTS:

Concur.

CAP-USAF HEADQUARTERS' COMMENTS:

None.

COMMITTEE RECOMMENDATION:

NCC Director's Comments (Col Len Blascovich): Concur.

Cadet Program's Special Advisor's Comments (Col Ernie Pearson): Concur.

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REGULATIONS AND FORMS AFFECTED:

CAPR 52-16, *Cadet Program Management*
CAPR 52-4, [Draft] *National Cadet Competition Manual*
CAPR 39-3, *Award of CAP Medals, Ribbons, and Certificates*

NEC ACTION:

This agenda item was withdrawn.

AGENDA ITEM - 6

XP

Action

**SUBJECT: Affinity Membership Category
CAP/CS – Col Kauffman**

INFORMATION BACKGROUND:

In an effort to expand opportunities for individuals interested in Civil Air Patrol, we have discovered a need for a category of membership that allows an individual to be nothing more than a financial contributor. These individuals simply desire to help support the organization and do not wish to participate as an active member.

Currently anyone joining CAP must meet basic eligibility requirements outlined in CAPR 39-2, *CAP Membership* which includes answering background questions and agreeing to oath requirements. This process may deter an interested contributor. By authorizing an Affinity category we can offer individuals making these contributions the opportunity to feel they are a part of the organization at a reduced rate, with reduced privileges.

Recommend the Affinity category be open to any individual over 18 years of age, residing in the United States. These individuals would not be required to meet the regular eligibility criteria or be assigned to a squadron. Interested contributors would only be able to join through an online application with an annual dues rate of \$30. Their Social Security number will be required to ensure the individual had not been a member previously terminated for cause. They would receive an acknowledgement note in lieu of a membership card, a subscription to the "Civil Air Patrol Volunteer" magazine and be eligible for member discounts.

These individuals would be tracked in the same manner as our Aerospace Education Members. They would not be eligible to earn grade or decorations, participate in any CAP activities, wear uniforms or ride/fly in corporate vehicles/aircraft.

An Affinity member wishing to transfer to any other category of membership would be required to complete the appropriate membership application and meet the standard eligibility criteria.

PROPOSED NEC ACTION:

That the National Executive Committee vote to approve establishment of an Affinity membership category as outlined above.

ESTIMATED FUNDING IMPACT:

The cost of adding this additional category to the membership system can be absorbed by the funds already allocated for corporate software development. The acknowledgement note would be included in the email follow up to the application and renewal notices would be sent by email only so there would be no additional postage or forms costs.

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CAP NATIONAL HEADQUARTERS' COMMENTS:

Concur.

CAP-USAF HEADQUARTERS' COMMENTS:

None.

COMMITTEE RECOMMENDATION:

To be presented at the NEC meeting.

REGULATIONS AND FORMS AFFECTED:

CAPR 39-2, *CAP Membership*.

NEC ACTION:

This agenda item was withdrawn.

AGENDA ITEM - 7	MD	Action
SUBJECT: Change to CAPR 60-1, <i>CAP Flight Management</i> CAP/CS – Col Kauffman		

INFORMATION BACKGROUND:

Penalties presently applied to aircraft taxi accident/incidents and moving aircraft into and out of hangars do not presently seem to deter the accident rate.

The following is a list of regulations for possible ratification:

CAPR 60-1, *CAP Flight Management*

PROPOSED NEC ACTION:

That the National Executive Committee vote to change CAPR 60-1 to include:

In addition to CAPR 60-1 (2-11) **Suspension or Revocation of CAP Flying Privileges.**
Add to para (e.):

Any CAP member that has violated a Federal Aviation Regulation (FAR) and is required to take a check ride under 49 U. S. C. VII, Part A, iii, Chapter 447, 44709, will have all flight privileges both as a pilot and crew member immediately suspended pending the outcome of the “709” check ride. If the required check ride was required due to pilot proficiency, the Wing or Region Commander may also require a CAPF5/5G flight check given by a designated CAP Check Pilot prior to resuming participation in CAP flight activities.

In addition to CAPR 60-1 (2-12) **Assessments for Damage to CAP Corporate Aircraft.**

1. “When a pilot is found negligent in a taxi accident/incident, the pilot will have his/her CAP flying privileges permanently revoked.”
2. “When other fully qualified scanners or observers are on board, and they have not notified the pilot as to the close proximity of an obstruction, they will have their CAP flying privileges suspended one year for the first offense and permanently revoked for a second offense.”
3. “If an aircraft is to be hangared or tied down, all of that aircraft’s flight crew, to include the pilot, any other pilots, scanner or observer, will not leave the aircraft until it is safely inside the hangar or secured in its tie down area.”
4. “If a flight crew, which includes the pilot, any other pilots, scanner or observer for that flight, is found negligent in moving a CAP aircraft into or out of a hangar.”
 - a. “For a first offense, before being allowed back on flying status, each member of the flight crew, must receive one hour of instruction from a non CAP,

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Certified Flight Instructor (CFI) on how to safely move an aircraft out of and into a hangar. The CFI will be required to make an entry into each crewmember's logbook stating training was provided. Pilots must then send a copy of this logbook entry to Wing HQ for entry into the pilot's records."

- b. "For a second hangar related offense, the member's CAP flight privileges will be permanently revoked."

ESTIMATED FUNDING IMPACT:

Cost of printing and distribution.

CAP NATIONAL HEADQUARTERS' COMMENTS:

None.

CAP-USAF HEADQUARTERS' COMMENTS:

This item is under review by CAP-USAF.

COMMITTEE RECOMMENDATION:

None.

REGULATIONS AND FORMS AFFECTED:

CAPR 60-1, *CAP Flight Management*

NEC ACTION:

COL WALLING/MER MOVED and COL KAUFFMAN/CS seconded to divide this agenda item into two parts.

MOTION CARRIED WITH NO DISSENTING VOTES

Part I, Paragraph 2-11, Suspension of Revocation of CAP Flying Privileges

COL KAUFFMAN/CS MOVED and COL TODD/SWR seconded that the National Executive Committee vote to change CAPR 60-1 by amending paragraph 2-11, Suspension or Revocation of CAP Flying Privileges, to add to paragraph (e) the paragraph as written in the PROPOSED NEC ACTION.

MOTION CARRIED WITH NO DISSENTING VOTES

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Part II, Paragraph 2-12, Assessments for Damage to CAP Corporate Aircraft

COL KAUFFMAN/CS MOVED and COL TODD/SWR seconded that the National Executive Committee vote to change CAPR 60-1 by amending paragraph 2-12, Assessments for Damage to CAP Corporate Aircraft, to add paragraphs 1-4.a.b. as written in the PROPOSED NEC ACTION.

MOTION DID NOT PASS

FOLLOW-ON ACTION: The National Commander suggested that Col Letteer look at what formal training CAP can do to correct these problems and then the commanders will know what they have to do. He added that we will approach this issue from that direction.

AGENDA ITEM - 8

MD

Action

**SUBJECT: Establishing a Health Services Specialty Track
CAP/CS – Col Kauffman**

INFORMATION BACKGROUND:

In 2002, CAPR 160-1, *Civil Air Patrol Health Services Program*, was revised and established the philosophy and policy for the CAP Health Service Program. It was recognized that in order for CAP personnel to perform their tasks, they should be optimally healthy and fit. Environmental protection and skill and knowledge in providing emergency care were also issues for the Health Services Program to address. The regulation also recognized for the first time, all health care professionals that the Air Force recognizes.

CAP does not provide direct medical care (except for emergency stabilization), operate labs, take x-rays or many other specific jobs recognized by the Air Force. However, those health professionals possess knowledge and skills that can be applied to CAP missions.

In CAP, we have other health issues to deal with, including cadet medications, encampment medical issues, medical confidentiality, operational fatigue and other occupational health topics. Members have asked for additional training in dealing with these and other health issues that arise in their units, on missions and at activities. Topics may include:

- Cadet medications, compliance with laws regarding youth camp medical issues
- Medical issues in cadet physical fitness and drug demand reduction programs.
- Mental health issues- familiarity with CISM and suicide prevention concepts
- First aid, CPR and blood borne pathogen training and instructor training
- Medical preplanning for activities, hazard identification, emergency action plans
- Health, wellness and physical fitness information programs
- Mishap reporting, investigation, illness and injury reporting.
- Training for TAC officers for basic care
- Field Sanitation
- Illness prevention at activities, managing infectious disease outbreak at activity
- Public health issues at activities.
- Mentoring
- Occupational Health, operational fatigue issues in CAP
- Designing medical scenarios, moulage for first aid training
- Monitoring heat, cold, hydration and environmental stressors at activities
- Medical screening and preplanning for longer activities
- Medical Incident Command
- CAP Core Values and application to HS issues.

Though a health professional may serve as a unit health services officer, there is no current way for them to earn credit in the Senior Member Development Program towards a technician, senior or master rating in their specialty.

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Although CAPR 160-1 and CAPR 35-5 recognize a wide variety of health professionals, only physicians, nurses and EMT's have a professional insignia.

PROPOSED NEC ACTION:

That the National Executive Committee vote to establish a Health Services Specialty Track and appropriate insignia and direct the national staff to design such a health professional insignia, specialty track badge, specialty track guide and accompanying training courses.

ESTIMATED FUNDING IMPACT:

The cost of printing and distribution of CAPP 220. The cost of design and die development for professional insignia and specialty track badge (to be covered by donations from health services members)

CAP NATIONAL HEADQUARTERS' COMMENTS:

The medical administration aspects of CAP's Health Service Officers deserve recognition commensurate with USAF standards and with the other CAP professional fields.

The majority of CAP specialty tracks have been developed to support occupational competencies. The Health Service Officers Specialty Track is distinct because the special knowledge, skills, and abilities involved clearly rise to a professional standard, similar to the legal and chaplain fields.

Therefore, NHQ recommends that Health Service Officers develop the training materials and the specialty track. HQ CAP/ED can provide educational assistance to these subject matter experts to ensure that the educational aims of the Health Service Officers are met.

CAP-USAF HEADQUARTERS' COMMENTS:

CAP-USAF supports the overall concept of this proposal. We caution that specific proposals will require thorough review. We also want all to understand that it may take a great deal of time for staffing these proposals through the Air Force, given the myriad of potential liability issues.

COMMITTEE RECOMMENDATION:

Development Committee: While we support the concept of a Health Services Officer Specialty track, more specific information on training and duties is required before a final recommendation can be made. There may be some legal concerns that should be addressed prior to this item moving forward. The Professional Development Committee should also be consulted since it is unlikely that the National Headquarters staff has the expertise necessary to devise this training.

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LEGAL (NLO/GC) Position: CAP has no medical malpractice coverage and such coverage is not affordable. The potential exposure to the corporation for liability for medical malpractice when licensed professionals are recognized and given duties in accord with their licenses (e.g. physicians, nurses, paramedics) is enormously high. Medical professionals facing a life-threatening situation will likely ignore regulatory prohibitions in order to save a life. Those same circumstances do not suspend the exposure to legal liability for a claim arising from that treatment. Because of this risk, any development of this program should proceed with extreme care and extended only so far as necessary to meet the actual needs of Civil Air Patrol itself.

Professional Development Committee: Concur: This concept should be approved for the development of the appropriate health and safety environment in CAP, now and for the future missions as we are tasked.

REGULATIONS AND FORMS AFFECTED:

CAPP 220, *Health Services Specialty Track Guide* would be established.
CAPR 39-1, *Civil Air Patrol Uniform Manual*

NEC ACTION:

COL TODD/SWR MOVED and COL CHAZELL/RMR seconded to table this proposal due to issues raised in the agenda comments.

MOTION TO TABLE CARRIED

AGENDA ITEM - 9

XP

Action

**SUBJECT: 2007 NEC and National Board Meeting Dates
CAP/CS – Col Kauffman**

INFORMATION BACKGROUND:

Proposed dates are:

<u>Event</u>	<u>Date</u>	<u>Location</u>
Winter National Board Meeting	2-3 Mar 07	Washington DC (Under Contract)
May NEC Meeting	4-5 May 07	Atlanta GA
National Board Meeting & Annual Conference	9-11 Aug 07	Atlanta GA (Under Contract)
November NEC Meeting	2-3 Nov 07	Maxwell AFB AL

PROPOSED NEC ACTION:

That the National Executive Committee vote to approve the proposed NEC and National Board Meeting dates and sites for 2007.

ESTIMATED FUNDING IMPACT:

None.

CAP NATIONAL HEADQUARTERS' COMMENTS:

None.

CAP-USAF HEADQUARTERS' COMMENTS:

None.

COMMITTEE RECOMMENDATION:

None.

REGULATIONS AND FORMS AFFECTED:

None.

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NEC ACTION:

COL KAUFFMAN/CS MOVED and COL STARR/PCR seconded the PROPOSED NEC ACTION.

MOTION CARRIED WITH NO DISSENTING VOTES

FOLLOW-ON ACTION: There was a later proposal to explore changing the above locations for the May 07 NEC meeting to be held at Maxwell AFB, AL, and the Nov 07 NEC meeting to be held in Orlando. This proposal will be staffed and, if appropriate, sent out for a fax vote. There was a stated policy for the NEC to meet at least once a year at Maxwell AFB. The following would be the 2007 meeting locations using the above guidance:

Winter National Board Meeting	2-3 Mar 07	Washington DC (Under Contract)
May NEC Meeting	4-5 May 07	Maxwell AFB AL
National Board Meeting & Annual Conference	9-11 Aug 07	Atlanta GA (Under Contract)
November NEC Meeting	2-3 Nov 07	Orlando FL

Later in the meeting, it was decided that the November 2006 meeting of the NEC be held at the Gaylord Palms Hotel in Orlando FL.

COL TODD/SWR MOVED and COL MOODY/NC seconded that the National Board vote to approve San Antonio, TX, for the 2009 National Board & Conference.

It was noted for the record that an earlier decision was made to hold the 2008 National Board & Conference in Orlando, FL.

MOTION CARRIED WITH NO DISSENTING VOTES

FOLLOW-ON ACTION: Date and location included in Calendar of Events.

AGENDA ITEM - 10

NCS

Action

**SUBJECT: Committee Reports
NCS – Col Kauffman**

Committees

1. Finance – Col Weiss

Col Weiss presented a slide briefing (Atch 1). The Finance Committee made the following recommendations for NEC action:

(a) Training Budget: An additional \$850,000.00 was saved from the recent reorganization of National Headquarters during FY06. **Recommendation**: **The additional funding of \$850,000.00 be reallocated to the regions and wings for training and cadet orientation flights.**

COL TODD/SWR MOVED and COL WALLING/MER seconded the Finance Committee recommendation.

MOTION CARRIED WITH NO DISSENTING VOTES

(b) FY07 Corporate Budget: The increase in membership and the commission from Vanguard have resulted in an increase in funds. **Recommendation**: **The FY07 Corporate Budget amendment be accepted and approved as presented.**

COL TODD/SWR MOVED and COL STARR/PCR seconded the Finance Committee recommendation.

MOTION CARRIED WITH NO DISSENTING VOTES

(c) Cadet College Scholarships: In recent years, cadet college scholarships have been paid out of operating expenses instead of reserves. **Recommendation**: **Retaining these funds in investments and transfer \$86,000.00 from the designated scholarship fund to the reserve account.**

COL TODD/SWR MOVED and COL STARR/PCR seconded the Finance Committee recommendation.

MOTION CARRIED WITH NO DISSENTING VOTES

(d) Puerto Rico Grant: Puerto Rico Wing has an outstanding debt in the amount of \$22,000 for a delinquent utility bill (a negotiated reduction from in excess of \$70,000). Puerto Rico Wing now has its own power source which should eliminate a repeat of this situation. **Recommendation**: **Approve providing funds in the amount of \$22,000 in the form of a “grant” to Puerto Rico Wing to pay the delinquent invoice.**

COL STARR/PCR MOVED and COL TODD/SWR seconded the Finance Committee recommendation.

MOTION CARRIED WITH NO DISSENTING VOTES

(e) FEMA Reimbursements: A handout was distributed outlining how members will be reimbursed for expenses associated with Federal Emergency Management Agency (FEMA) missions. **Recommendation:** **The Reimbursement Procedures for Air Force-approved Disaster Missions (Support of FEMA) policy for expense reimbursement be adopted.**

COL KAUFFMAN/CS MOVED and COL TODD/SWR seconded the Finance Committee recommendation.

MOTION CARRIED WITH NO DISSENTING VOTES

(f) Fuel Cards for Gippslands: This issue was thought to be settled at the Winter National Board meeting; however, it was later discovered that multi-service cards cannot be inactivated during times when the card is not needed. **Recommendation:** **One multi-service fuel card be obtained per one GA-8 aircraft. The cards will be controlled by the wing commander for his/her designee only to be used in federally declared relief missions. If not otherwise used for a mission, one refueling per year is authorized to ensure the card remains open and active.**

COL KAUFFMAN/CS MOVED and COL TODD/SWR seconded the Finance Committee recommendation.

MOTION CARRIED WITH NO DISSENTING VOTES

(g) Minor Maintenance Test Program: An aircraft consolidated maintenance test program is underway in the Northeast Region and Florida. **Recommendation:** **The current maintenance test program be expanded and developed into a unified and standardized maintenance program for all regions and wings to be phased in over a period of time.**

COL TODD/SWR MOVED and COL STARR/PCR seconded the Finance Committee recommendation.

MOTION CARRIED WITH NO DISSENTING VOTES

(h) Unqualified Audit Opinion: Based on the direction of the Board of Governors to have an unqualified audit opinion, CAP would like to implement a system similar to what the VA Wing has to consolidate all unit funds below wing level to be managed by wing headquarters. In Virginia, the unit funds were turned over to wing for management and accountability, but the squadrons still retained control of how the money was spent. The Virginia Wing test proved successful and would be the least expensive route toward obtaining an unqualified audit opinion for Civil Air Patrol. If approved, a

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minimum of 15 wings will be identified as Phase I to implement this initiative nationwide. Selection of wings or wings volunteering for phasing in this program will be approved by region commanders, but no wing on a very high financial risk level will be a part of Phase I. **Recommendation:** A plan to extend the “Wing Bank Solution” to other wings and establish a three year goal of obtaining an unqualified audit opinion.

COL TODD/SWR MOVED and COL PALERMO/NLO seconded the Finance Committee recommendation, as proposed.

MOTION CARRIED WITH NO DISSENTING VOTES

(i) **Region Accounting:** Several CAP regions have expressed an interest in having National Headquarters manage their accounting functions. Regions would still maintain control of the money and hold oversight including finance meetings. The administrative functions and issue of payments would be performed by National Headquarters. Five regions have volunteered to be test regions for the programs. **Recommendation:** Approval for regions to elect having their accounting functions performed at National Headquarters.

COL TODD/SWR MOVED and COL CHAZELL/RMR seconded the National Finance Committee recommendation, as presented.

MOTION CARRIED WITH NO DISSENTING VOTES

COL WEISS/NFO corrected the National Finance Committee recommendation, to read: “After a test period, it would be mandatory for all regions to have their accounting functions performed at National Headquarters.”

COL TODD/SWR MOVED and COL CHAZELL/RMR seconded to rescind the previous motion.

MOTION CARRIED WITH NO DISSENTING VOTES

COL WALLING/MER MOVED and COL TODD/SWR seconded that, after a test period of the five volunteer regions, if the concept proves viable, the NEC consider a mandatory requirement for all regions to have their accounting functions performed at National Headquarters.

MOTION CARRIED WITH NO DISSENTING VOTES

(j) **Finance Committee Assessments:** The results of the previous CI have been taken out because finance has determined it unfair for a sitting wing commander to visit the state of the previous administration. The scores will basically stay the same. **Recommendation:** That Wing Financial Analyst (WFA) reports are to be completed within 30 days of visit, reports are to be sent to the wing and region commanders, simultaneously. Then wing commanders are expected to respond

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to the WFA report within 30 days of receipt. If no response is received, the respective region commander is to be notified.

COL CHAZELL/RMR MOVED and COL TODD/SWR seconded the National Finance Committee recommendation.

MOTION CARRIED WITH NO DISSENTING VOTES

(k) CAPR 173-2: The current CAPR 173-2 does not specify the system administrator for the accounting QuickBooks. **Recommendation: A change to CAPR 173-2 providing clarification to establish National Headquarters as the system administrator of QuickBooks.**

COL STARR/PCR MOVED and COL TODD/SWR seconded the National Finance Committee recommendation.

MOTION CARRIED WITH NO DISSENTING VOTES

2. Safety – Col Letteer

Col Letteer presented a slide briefing (Atch 2)

3. Emergency Services – Col Linker

A Hurricane after action report and planning document prepared by Col Linker was distributed to region commanders to pass along to their staffs. This report will be sent out to all National Board members.

4. Professional Development – Col Courter

Col Kaufman read the slide presented by the committee. (Atch 3)

5. Operations – Col Skiba

The Committee is in the final stages of developing a standardized Aircraft Information File. In addition, the Committee has just submitted its recommendation to CAP leadership on aircraft maintenance actions that can be performed by CAP members.

6. Uniform – Col Webb

Col Webb reported that the Uniform Board met and addressed numerous proposals. The Uniform Board made the following recommendations for NEC action:

a. Corporate Uniform Service Coat. The proposal is for a corporate uniform service coat in the same material and color as the Air Force service coat. It is a double-

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breasted button style with CAP buttons. CAP badges and devices will be used on this uniform. The name badge will be silver and the braid on the sleeve is approximately one-half inch. It would have metal rank and the name plate currently used and the ribbons.

Additionally:

- (1) The customs and courtesies applicable when wearing the Air Force style uniform were intended to apply to CAP personnel regarding the new CAP corporate uniform, and
- (2) The tie used with the new CAP corporate uniform women's shirt was intended to be the same tie as utilized on the corresponding style Air Force shirt.

There will also be a service coat for women. **Recommendation: Adoption of the proposed Corporate Uniform Service Coat, as displayed.**

THE NEC VOTED TO ACCEPT THE RECOMMENDATION OF THE UNIFORM BOARD.

b. Corporate Flight Cap/Service Hat. The proposal is for a modification of the Air Force flight cap as follows: It would have metal rank on the right side directly opposite where the current flight cap device is worn and a quarter of an inch higher. The cap would be mandatory and grooming—not weight—standards would apply. (There was clarification that if the Air Force-style uniform is worn that both grooming and weight standards apply.) The male service hat will be worn with gray braid above the visor with the currently authorized service cap device. Females may wear the currently authorized service cap. (There was clarification that the service hat with clouds and thunderbolts is only worn by officers in the grade of major and above.) **Recommendation: Adoption of the corporate flight cap, as proposed and displayed, and authorization for wear of the service hat, as stated unless changed by CAP-USAF/CC, with the new corporate uniform.**

THE NEC VOTED TO ACCEPT THE RECOMMENDATION OF THE UNIFORM BOARD WITH NO DISSENTING VOTES

c. Change to Name Tag on Leather Jacket: The proposal is to change the name tag to a two-layer leather patch—black with a brown inlay on it—instead of black on black. The new name tag is for the leather jacket only and worn with the CAP uniform. **Recommendation: Adoption of the proposed black with a brown inlay leather patch for wear on the leather jacket.**

THE NEC VOTED TO ACCEPT THE RECOMMENDATION OF THE UNIFORM BOARD WITH NO DISSENTING VOTES

d. Cadet Wear of New CAP Uniform: Currently cadets 18 years of age and older can wear the blazer combination, polo shirt, field uniform or the utility uniform.

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Recommendation: Approved wear of the new corporate uniform by cadet 18 years of age or older using the same cadet grade insignia, the same blue 3-line name tag currently worn, and no braid on the sleeve.

THE NEC VOTED TO APPROVE THE RECOMMENDATION OF THE UNIFORM BOARD WITH NO DISSENTING VOTES

FOLLOW-ON ACTION: Implementation of policy changes recommended by the Uniform Board and approved by the NEC, posting of pictures on the web, and change to CAPM 39-1, *CAP Uniform Manual*.

AGENDA ITEM - 11

Action

SUBJECT: Old Business

There was no Old Business

AGENDA ITEM - 12

Action

SUBJECT: New Business

1. ITEM: Alcohol Sales – Col Palermo

Col Palermo briefed that CAP units near professional ballparks were negotiating contracts to provide staff for concession stands that included alcohol sales. Many states do not have an immunity franchise, which means that if a person gets in an accident with a drunk driver they could sue the person who sold them the alcohol. In any of these cases the damages could be quite severe, especially if paralysis or brain damage occurred. An additional issue is the sale to minors, which could be an additional area of liability. There is no way to police these contracts so he recommended that CAP not be in the business of alcohol sales.

COL PALERMO/NLO MOVED and COL STARR/PCR seconded that the NEC vote to task the NHQ staff to prepare an emergency regulation change to CAPR 173-4, *Fund Raising/Donations*, prohibiting taking part in any sale of alcohol at fund raising events and implement accordingly.

MOTION CARRIED WITH NO DISSENTING VOTES

FOLLOW-ON ACTION: National Headquarters staffing, implementation of policy, notification to the field, and change to CAPR 173-4, Fund Raising/Donations

2. ITEM: Membership Action Review Board – Col Palermo

See attachment 4.

COL PALERMO/NLO MOVED and COL WEISS/NFO seconded that the NEC vote to divide this proposal into two parts.

MOTION CARRIED WITH NO DISSENTING VOTE

Part I, Abuse of Authority.

COL KAUFFMAN/CS MOVED and COL TODD/SWR seconded that the NEC vote to recommend a change to the Constitution and Bylaws to: (1) remove CAP NHQ personnel and CAP-USAF personnel from the MARB, (2) add one CAP colonel to the MARB, and (3) make housekeeping changes, for approval of the Board of Governors.

MOTION CARRIED WITH NO DISSENTING VOTES

FOLLOW-ON ACTION: Make proposed changes to Constitution and Bylaws and include in Jun 06 BoG agenda.

Part II, Relief Valve.

THE NEC VOTED TO RETAIN THE CURRENT RIGHT OF APPEAL FOR WING COMMANDERS DURING THE PROBATIONARY PERIOD UNDER THE PROVISIONS OF THE MARB.

3. ITEM: CAPR 50-17, *CAP Senior Member Professional Development Program*

See attachment 5.

COL KAUFFMAN/CS MOVED and COL TODD/SWR seconded that the National Executive Committee vote to delete section 9-2 of CAPR 50-17.

MOTION CARRIED WITH NO DISSENTING VOTES

FOLLOW-ON ACTION: Implementation of policy, notification to the field, and change to CAPR 50-17 as it pertains to Chaplain Services

4. ITEM: Electronic Signatures.

COL WEBB/GLR stated that the Wisconsin Wing was written up in a recent CI for using an electronic signature on a particular document. Some time ago, CAP issued a policy letter that authorized electronic signatures on some documents but not others. Federal law, however, apparently specifically allows electronic signatures on any document in which a written signature is allowed. This has been discussed with the state director, general counsel, and the IG and Col Webb believes they are in support of amending the CAP policy to bring CAP policies in accord with federal law.

COL WEBB/GLR MOVED and COL TODD/SWR seconded that the National Executive Committee vote to change the policy to state that, electronic signatures be recognized on any CAP document or form to the same extent as written signatures. Policies for implementation will be coordinated between CAP-USAF and CAP National Headquarters.

MOTION CARRIED WITH NO DISSENTING VOTES

FOLLOW-ON ACTION. Implement policy in coordination with CAP-USAF, and notification to the field in an updated policy letter.

5. ITEM: Term of Office for National Commander

COL TODD/SWR stated that Article XIV, Term of Office, of the Constitution reads: "The National Commander shall serve a single, three-year term of office and shall not be eligible for reelection to that office.

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COL TODD/SWR MOVED and COL MOODY/NC seconded that the National Executive Committee vote to recommend to the Board of Governors a change in the term of office for the National Commander, Article XIV of the CAP Constitution to read: "The National Commander shall serve a three-year term of office and be eligible for reelection to a single consecutive term."

MOTION CARRIED WITH THREE ABSTENTIONS

FOLLOW-ON ACTION: Make draft change to Constitution and include in the Jun 06 Board of Governors agenda.

6. ITEM: Term of Office of Region and Wing commanders.

COL WEBB/GLR stated that he would like to offer a recommendation to change the Constitution to include a provision that, if it is good to extend the term of office for one particular officer then the procedure should be good for any corporate officer. If you have a wing commander that has served well and has the energy, time, and stamina to stay another one or two years, the National Board should have the option to extend that term. He recommended that within 12 months prior to the term of office of a corporate officer expiring the National Board may extend the corporate officer's currently prescribed term for one year, and yearly thereafter by National Board vote not to exceed three years total of additional terms

COL WEBB/GLR MOVED and COL DIDUCH/NER seconded that the National Executive Committee vote to recommend to the Board of Governors that the Constitution be amended, as follows: A wing commander may be extended in his/her term of office on recommendation of the region commander for one year and each year thereafter up to three years, with concurrence of the National Commander. The National Commander may extend the term of region commanders for up to three additional one year terms with no further approval.

MOTION CARRIED WITH THREE ABSTENTIONS

FOLLOW-ON ACTION: Make draft change to Constitution and include in the Jun 06 Board of Governors agenda.

7. ITEM: Cadet Moral Leadership Officer

COL TODD/SWR MOVED and COL PALERMO/NLO seconded that the National Executive Committee vote to change "Character Development Officer" back to "Moral Leadership Officer" in all CAPR 52-16 and Values for Living.

MOTION CARRIED

8. ITEM: Voluntary Resignation

COL CHARLES/IG stated that the CAP regulations are not clear as to what a voluntary resignation is. He recommended that the NEC ask Membership Services to develop language to require some kind of vetting process that it is an actual voluntary resignation with a signature from the member or some other appropriate process so that nobody is abusing the 2.b. process.

COL KAUFFMAN/CS MOVED and COL WEISS/NFO seconded that the National Executive Committee vote to require that all voluntary resignations must be signed by the member that is resigning.

MOTION CARRIED WITH NO DISSENTING VOTES

FOLLOW-ON ACTION: Implementation of policy, notification to the field, and applicable changes to regulations.

9. ITEM: Change to CAPR 60-1, *CAP Flight Management*

This motion is presented as a result of the discussion in Col Hodgkins briefing earlier in the day.

COL HODGKINS/SR AF ADV MOVED and COL KAUFFMAN/CS seconded that the National Executive Committee vote to change CAPR 60-1 to delete the restriction that limits B-12 missions to only 4 hours per calendar month.

MOTION CARRIED WITH NO DISSENTING VOTES

FOLLOW-ON ACTION: Implementation of policy, notification to the field, and change to CAPR 60-1.

There was follow-on discussion on requiring a minimum of 1 hour flying per month as a result of the Safety briefing earlier in the day.

THE NEC VOTED TO REFER THIS ITEM TO THE OPERATIONS COMMITTEE WITH NO DISSENTING VOTES

FOLLOW-ON ACTION: Refer to Operations Committee and include in the November 2006 NEC agenda.

10. ITEM: Vehicle Distribution

MAJ GEN PINEDA stated that vehicles are currently under review. In some instances wings with 600 – 800 members have 20 vehicles assigned to them. Other larger wings with 3,000 or more member also have 20 vehicles assigned to them. Because of this

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imbalance, suggested changes were offered for NEC consideration—a handout was distributed.

COL KAUFFMAN/CS MOVED and COL TODD/SWR seconded that the National Executive Committee vote to reaffirm the current policy that vehicle distribution is based on a national average of 60 members per vehicle, and that new vehicles will go to those wings that exceed the standard of 60—the current baseline.

MOTION CARRIED WITH NO DISSENTING VOTES

FOLLOW-ON ACTION: NHQ/LG staff action.

11. ITEM: Training for SDIS and Photo Missions.

COL DIDUCH/NER expressed a desire for National Headquarters to look into a specific training or qualification like a 101 Card for SDIS and photo mission training. He based this need on previous requests to mission coordinators to provide photographers to assist law enforcement or other agencies, and if unqualified people were sent, the results were very unprofessional. There should be a standard so that when CAP is working with a customer the photos taken are professional.

COL DIDUCH/NER MOVED and COL KAUFFMAN/CS seconded that the National Executive Committee vote to refer to the Operations Committee a need to standardize training for Aerial Photography Operators.

MOTION CARRIED WITH NO DISSENTING VOTES

FOLLOW-ON ACTION. Refer to Operations Committee and include in November NEC agenda. NOTE: RMR offered to share its SOP developed for this training, as well as an STTR that Utah Wing has developed and RMR is evaluating for a region supplement.

12. ITEM: National Board and NCASE to Honor Scott Crossfield

COL PALERMO/NLO stated that this organization would be remiss if this meeting did not recognize the recent passing of Scott Crossfield and the great dedication he had to Civil Air Patrol and our affection to him and his family. Our thoughts and prayers go with his family. At an appropriate time both the National Board and the National Congress on Aviation and Space Education (NCASE) will have a more formal recognition of the great dedication that he has provided this organization for many years.

MAJ GEN PINEDA added that a Memorial Service for Scott Crossfield will be held on Tuesday, following the CAP Summer National Board, at Arlington National Cemetery with full military honors.

AGENDA ITEM - 13

MD

Information

**SUBJECT: Cadet Programs Officer of the Year &
Outstanding Cadet Wing
Policy Letters
NCS – Col Kauffman**

BACKGROUND

At the summer 2005 National Board meeting, the board members approved a new Cadet Programs Officer of the Year Award. The award is named after Jack Sorenson with his family's permission. Jack was considered by most to be the architect of the revised cadet program that CAP has enjoyed since 1964.

At the November 2005 NEC meeting, the NEC approved recognizing the outstanding Cadet Programs wing in each region, just as CAP currently does to recognize the outstanding AE and ES wings. These are commonly referred to as the missions awards given out yearly during the summer National Board meeting.

These policy letters are being brought to the NEC as an informational item prior to Maj Gen Pineda signing them.

COL KAUFFMAN/CS noted that this is an information item only. The Memorandum for all unit commanders, Subject: Policy Letter - New Award for Cadet Programs Officers was changed as follows: Paragraph 3; change the date of nomination due to your wing from 15 May to 1 June.

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Administrative Announcements

1. Maj Gen Pineda presented the NEC badge to Col Kay Walling, recently appointed MER Commander.
2. Mr. Rowland displayed a flyer announcing the CAP 65th Anniversary book entitled, "Missions for America," which should be available for delivery early December.
3. Maj Gen Pineda noted that this is the last NEC meeting for Col Bill Charles as the IG. Gen Pineda, on behalf of the NEC and National Board, expressed appreciation for Col Charles' service as the IG.

THERE WAS A CLOSED SESSION.

**THE NATIONAL EXECUTIVE COMMITTEE MEETING ADJOURNED AT
1700, FRIDAY, 5 MAY 2006**

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Post Meeting Actions

Florida Lease Termination

This issue dealt with real property in the Florida Wing. Because the issue was time critical, Gen Pineda requested an NEC vote prior to the NEC meeting. Don Rowland, Executive Director, sent an e-mail to the NEC on 27 Sep 06 with the details and to vote on the issue.

In summary, motion gives permission for the FL WG CC to terminate a lease in favor of a MOA with the City of Leesburg which divests CAP's ownership on the property leased from city, terminates the lease, and extends CAP to use the building from 2007 (under the lease) to 2013.

On 28 Sep 06 the NEC voted in favor of the motion.

Finance Committee Report

NEC Finance Committee

12 May 2006

Additional Funding

- Additional \$850k is available to increase training in fiscal 2006

Finance Committee recommends:

Additional funding of \$850K be reallocated to the Wings/Regions for training.

Corporate Budget Comparison FY06 to FY07

• BUDGET:	+14%	(FY06 = \$2,054,998; FY07 = \$2,349,855)
• MEMBERSHIP:	FY07 based upon actual members as of 31 Mar 06 Seniors = 34,081 Cadets = 22,949 Total = 57,030	
• ADDS:	NCASE	+\$140,000
	Picture ID Cards	+\$ 35,000
	Corporate Learning Course	+\$ 7,200
	Squadron Leadership School	+\$ 12,480
	Commission Income	+\$ 60,000
• INCREASES:	CAP Magazine	+ 15%
	Cash Reserve Fund	+ 139%
	Program Development	+ 54%
• DECREASES:	Glider Flights (appropriated funds)	- 100%

FY 2007 Corporate Budget

Finance Committee recommends:

2007 Corporate budget be accepted and approved as presented.

Cadet College Scholarships

Finance Committee recommends:

Retaining funds in investments and transfer \$86k from the designated scholarship fund to the Reserve account.

Puerto Rico Wing Request

Finance Committee recommends:

Funds are provided in the form of a "grant" to Puerto Rico Wing to pay the delinquent invoice.

FEMA Mission Reimbursements

Finance Committee recommends:

The Reimbursement Procedures for AF Approved Disaster Missions (Support of FEMA) policy for expense reimbursement be adopted.

Fuel Cards for Gippslands

Finance Committee recommends:

One Multiservice fuel card be obtained per one GA-8 aircraft. The cards will be controlled by the Wing CC for his/her designee only to be used in federally declared relief missions. One refueling per year is authorized to insure the card remains open and active.

Minor Maintenance Test Program

Finance Committee recommends:

The current maintenance test program be expanded and developed into a unified and standardized maintenance program to be phased in over a period of time.

Audit Opinion Update

- Wilson Price conducted a site visit at Virginia Wing to determine if this process provides internal controls and is “auditable”
- Initial analysis indicates this process provides the controls necessary to audit the squadron assets and financial transactions
- Process would be the least expensive route towards obtaining an unqualified audit opinion

Unqualified Audit Opinion

Finance Committee recommends:

A plan to extend the “Virginia Solution” to other Wings and establish a three year goal of obtaining an unqualified audit opinion

Region Accounting

Finance committee recommends:

Regions may elect to have their accounting functions performed an NHQ.

Wing Financial Assessments

Finance committee recommends:

That WFA reports are to be completed within 30 days of visit, reports are to be sent to the Wing and Region CCs simultaneously. Wing CCs are expected to respond within 30 days. If there is no response Region CCs are to be notified.

CAPR173-2

Finance Committee recommends:

A change to CAPR 173-2 providing clarification to establish NHQ as the system administrator of QuickBooks

Financial Assessment Update

- **Percentage of total Wing Ratings which:**

Decreased	2
Remained the same	50
Increased	0

- **WFA's are noting that some of the new requirements have contributed to the increase in the assessment ratings**

Safety Update

Safety Update

Col Lyle Letteer

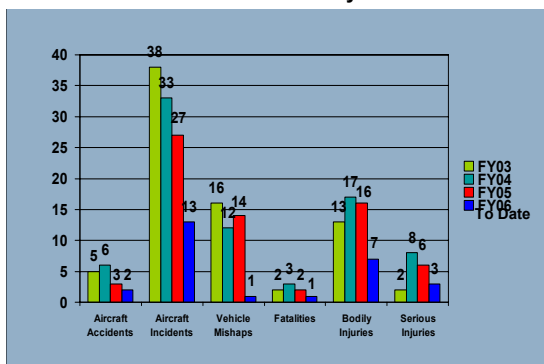
National Safety Officer

w4ke@mindspring.com

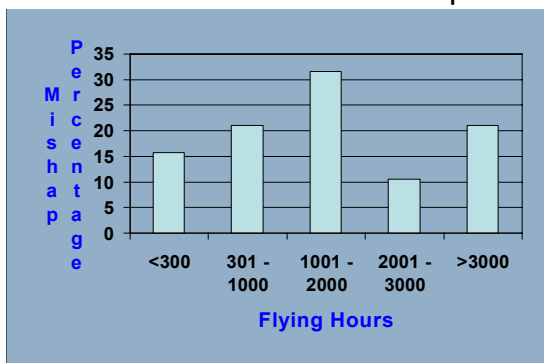
1-888-211-1812 x 350

678-859-6298

Yearly Mishap Comparison
Current as of: 9 May 06



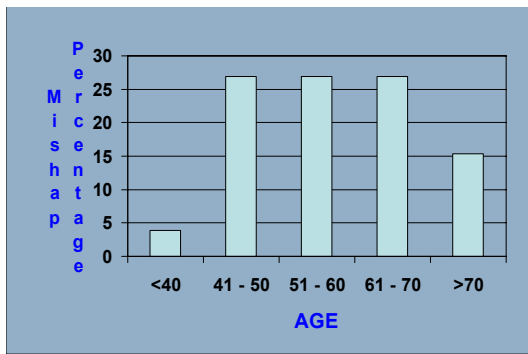
FY 2006 Hours vs. Mishaps



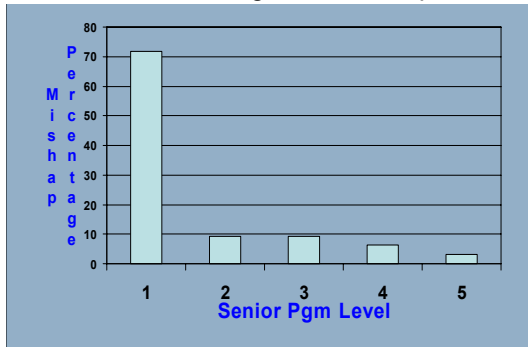
FY 98 – 06 Hrs vs. Mishaps



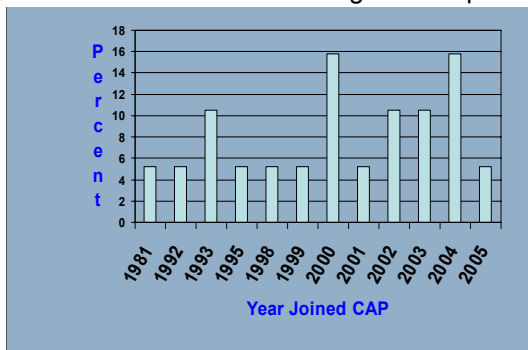
FY 2006 Age vs. Mishap Rate



FY 2006 Senior Pgms vs. Mishap Rate



FY 2006 Members Having A Mishap



FY 2005 Aircraft Repair

\$293,000

FY 2006 Mishaps

- 9 Taxi mishaps
- 6 Damaged going in or out of a hangar
- 8 Landing mishaps

Taxi Mishap – Pilot

- When a pilot is found negligent in a Taxi accident/incident, the pilot will have his/her flying privileges permanently revoked.

Taxi Mishap – Crew

- When other fully qualified Scanners or Observers are on board, and they have not notified the pilot as to the close proximity of an obstruction, they will have their flying privileges suspended one year for the first offense and permanently revoked for a second offense.

Aircraft Securing

- If an aircraft is hangared or tied down, all of that aircraft's flight crew, to include the pilot, any other pilots, scanner or observer, will not leave the aircraft until it is safely inside the hangar or secured in its tie down area.

Hangar Incidents

- If a flight crew, which includes the pilot, any other pilots, scanner or observer for that flight, is found negligent in moving a CAP aircraft into or out of a hangar.

First Hangar Mishap

- For a first offense, before you are allowed back on flying status, each member of the flight crew, must receive one hour of instruction from a non CAP, Certified Flight Instructor (CFI) on how to safely move an aircraft out of and into a hangar. The CFI will be required to make an entry into your logbook stating that you have received this training. You must then send a copy of this logbook entry to Wing HQ for entry into your pilot records.

Second Hangar Mishap

- For a second hangar related offense, their flight privileges will be permanently revoked.

FAA 709 Flight Checks

- Any CAP member that has violated a Federal Aviation Regulation (FAR) and is required to take a check ride under 49 U. S. C. VII, Part A, iii, Chapter 447, 44709, will have all flight privileges both as a pilot and crew member immediately suspended pending the outcome of the "709" check ride. If the required check ride was required due to pilot proficiency, the Wing or Region Commander may also require a CAPF5/5G flight check given by a designated CAP Check Pilot prior to resuming participation in CAP flight activities.

-
- Pilots must accept responsibility for their own actions.

Remember

When you look in the mirror, you see the person most responsible for your safety.

Professional Development Committee Report

Professional Development Committee Update

The military and most universities have already incorporated distributed learning into their curricula. CAP can capitalize on their lessons learned as we embark on a measured plan to have a distributed learning component of all of our educational programs by 2015. To reduce potential start-up costs, CAP's national headquarters, in concert with the national PD and IT Committees, is developing an MOU with the Air Force Institute for Advanced Distributed Learning. A full report will be given at the August National Board meeting, along with the draft MOU for board approval.

May 2006 NEC

MARB New Business Item

AGENDA ITEM	NLO	Action
SUBJECT: Membership Action Review Board CAP/NLO – Col Palermo		

INFORMATION BACKGROUND:

The Commander requested policy changes and clarification to the current Membership Action Review Board (MARB) directives (CAP Constitution Article XIV paragraph 1.f. and CAP Regulation *Membership Action Review Board* [MARB] 35-8). The directives presently call for participation of NHQ staff in the MARB decision making process and the preference appears to be that such process be strictly a volunteer function. Furthermore, there is an apparent conflict between CAP Constitution Article XIV paragraph 1.f. (Wing Commanders' term of office and probationary period) and Article XVI (MARB.)

National Legal Officer was tasked to provide language (1) to remove National Headquarters Staff from the decision making process and (2) to provide that relief of a wing commander during the probationary period was not subject to appeal to the MARB and (b) The attached documents provide the necessary changes to the Constitution and CAPR 35-8, to complete this assignment. Language to satisfy this tasking is attached.

Change 1 is a simple policy decision. However, Change 2 is more complex and calls for some deliberation.

A. Abuse of Authority. At present Article XIV paragraph 1.f. provides, in pertinent part: "Wing commanders shall serve a probationary period of one year followed by a three-year term of office. . . .Any time during the probationary period, the region commander may remove the wing commander with or without cause and without a right of appeal except as provided in Article XVI. "

Article XV paragraph 3 provides "Removal or suspension from corporate office may be only for cause such as gross inefficiency in office or misconduct. Prior written notice and opportunity to correct must be given to a corporate officer before gross inefficiency may be used to suspend or remove from office."

Before these two provisions were adopted, removals were at the will of the appointing commander. This language came about because of the perception that a National Commander had relieved a subordinate corporate officer because of the subordinate's lobbying other board members in opposition to the Commander's position. This perceived abuse of power was guarded against by permitting only "removal for cause." The probationary period supported other policy aims.

The probationary period was intended to provide appointing commanders an opportunity to review their appointees' performance and ensure they were up to the challenges of service as a corporate officer.

As corporate officers, every member of the National Board has a fiduciary duty to exercise independent judgment in serving the best interests of the corporation. The probationary period was not intended to interfere with that independence.

The language provided has no safeguards against the abuses of power, such as the abuses envisioned by those who drafted the present language.

B. Relief Valve. The MARB serves the important role of providing CAP and its members with a relief valve. It is an opportunity to address issues internally, without resorting to the cost and expense of litigation. The language provided denies CAP the opportunity to self-police conduct which allegedly violates legal rights of wing commanders on probation.

PROPOSED NEC ACTION:

ESTIMATED FUNDING IMPACT:

None.

CAP NATIONAL HEADQUARTERS' COMMENTS:

Concur.

CAP-USAF HEADQUARTERS' COMMENTS:

This item is under review by CAP-USAF.

COMMITTEE RECOMMENDATION:

None.

REGULATIONS AND FORMS AFFECTED:

CAPR 35-8, *Membership Action Review Board*.

NEC ACTION:

CAPR 50-17: New Business

AGENDA ITEM

Action

SUBJECT: CAPR 50-17, *CAP Senior Member Professional Development Program*

Chief of Chaplain Services - Col Sharp

INFORMATION BACKGROUND:

The Chaplain Service Advisory council, in its regular meeting on 2 February 2006, voted to recommend that section 9-2 be removed from CAPR 50-17. See copy of document page.

PROPOSED NEC ACTION:

That the National Executive Committee vote to delete section 9-2 of CAPR 50-17.

ESTIMATED FUNDING IMPACT:

Cost of printing policy letter to announce the change.

CAP NATIONAL HEADQUARTERS' COMMENTS:

None.

CAP-USAF HEADQUARTERS' COMMENTS:

This item is under review by CAP-USAF.

COMMITTEE RECOMMENDATION:

None.

REGULATIONS AND FORMS AFFECTED:

CAPR 50-17, *CAP Senior Member Professional Development Program*

NEC ACTION